# The same and ARIZONA CORPORATION COMMISSION UTILITIES DIVISION

APR 19 2004

NE CORPURATION COMMISSIO ANNUAL REPORT MAILING LABEL – MAKE CHANGES AS NECESSARY

> SW-03575A Palo Verde Utilities Company 426 N. 44th Street, Ste. 200 210 Phoenix AZ <del>85008</del> 85027

22601 N. 19Th AVE.

# ANNUAL REPORT

FOR YEAR ENDING

31 2003 12

FOR COMMISSION USE 03 ANN05

PROCESSED BY:

SCANNED

# **COMPANY INORMATION**

<u> </u>	ompany
9TH Avenue Suite 21	0
,	
(State)	(Zip)
121 CON 01.59	
Fax No. (Include Area Code)	Pager/Cell No. (Include Area Code)
y gwies out ces. com	
ime as above)	
(Street)	
(State)	(Zip)
,	
Fax No. (Include Area Code)	Pager/Cell No. (Include Area Code)
ly Liles CF1 (Name)	VP and Growth MANT (Title)
	(7:5)
(City)	(State) (Zip)
D. M. (Luluda Area Coda)	Pager/Cell No. (Include Area Code)
Fax No. (include Area Code)	Tuget, con 100 (and 100)
_	_
Treat Services - Je	ff Lemley Certified lead Open
(Name)	ff Lemley, Certified lead Open
(Name)	ff Lemley, Certified lead Oper AZ 85239
(Name)  Maricopa  (City)	A2 85239 (State) (Zip) (480) 244 8204
(Name) Maricopa	A2 85239 (State) (Zip)
(Name)  Maricopa  (City)  623 580 9459  Fax No. (Include Area Code)	A2 85239 (State) (Zip) (480) 244 8204
(Name)  Maricopa  (City)  623 580 9659	A2 85239 (State) (Zip) (480) 244 8204
	Fax No. (Include Area Code)  VAGEMENT INFORMATIO

Please mark this box if the above address(es) have changed or are updated since the last filing. 2

nier Pal	herte at Roberts Row	ley Chapman, Utd
Statutory Agent: Dick Roll 63 East Main Street (Street)	(Name)	2500, 7/122
63 East Main Street	Suite Sol, Mera, AZ	(State) (Zip)
(Street)	490-933 -1114	NA
(Succes)  480 - 833 - 1113  Telephone No. (Include Area Code)	Fax No. (Include Area Code	Pager/Cell No. (Include Area Code)
Attorney: Jeff Crocket ONE ARIZONA CENTER	t, Snell and Wilmer	
ONE ARIZONA CENTER	(Name)	A7 85004-2202
400 E. VAN BULEN (Street)	(City)	AZ   85004 - 7202   (State) (Zip)
(602) 382-6234	(602) 382 -6070	(602) 999 - 4188  Pager/Cell No. (Include Area Code)
Telephone No. (Include Area Code)	Fax No. (Include Area Code)	1 aget/octi No. (m.s.ac)
	shove address(es) have chang	ed or are updated since the last
filing		
<u>O</u>	WNERSHIP INFORMATIO	<u>DN</u>
Check the following box that applies		
Sole Proprietor (S)	C Corporation (C	C) (Other than Association/Co-op)
Partnership (P)	Subchapter S Co	rporation (Z)
☐ Bankruptcy (B)	Association/Co o	
Receivership (R)	Limited Liability	y Company
Other (Describe)		
	<b>COUNTIES SERVED</b>	
Check the box below for the county/	ies in which you are certificated to p	rovide service:
П АРАСНЕ	☐ COCHISE	☐ COCONINO
	☐ GRAHAM	GREENLEE
☐ LA PAZ	☐ MARICOPA	☐ MOHAVE
☐ NAVAJO	☐ PIMA	PINAL
☐ SANTA CRUZ	☐ YAVAPAI	☐ YUMA
☐ STATEWIDE		3

# Palo Verde Utilities Company

### **UTILITY PLANT IN SERVICE**

Acct.		Original	Accumulated	
No.	DECRIPTION	Cost	Depreciation	O.C.L.D.
		(OC)	(AD)	(OC less AD)
351	Organization	88723		88123
352	Franchises			
353	Land and Land Rights	164670		164670
354	Structures and Improvements	4369942	116701	4253241
355	Power Generation Equipment	194885	4812	190013
360	Collection Sewers – Force	2281886	103.197	2178089
361	Collection Sewers – Gravity	1263261	22139	1240522
362	Special Collecting Structures			
363	Services to Customers	216931	11331	205600
364	Flow Measuring Devices			
365	Flow Measuring Installations			
370	Receiving Wells	104019	7801	96218
380	Treatment and Disposal Equip.	1705315	42634	1662741
381	Plant Sewers	75068	4504	70564
382	Outfall Sewer Lines	350837	18945	331892
389	Other Plant and Misc. Equipment	24055	433	23622
390	Office Furniture and Equipment	34968	2632	32336
391	Transportation Equipment			
393	Tools, Shop and Garage Equip.			
394	Laboratory Equipment			
395	Power Operated Equipment Equipment	224082	8589	215493
<del>-398</del> .	Other Tangible Plant Reuse	80846	1455	79391
	TOTALS	11,179,548	346,433	10833115

This amount goes on the Balance Sheet Acct. No. 108 ——

## **CALCULATION OF DEPRECIATION EXPENSE**

A	cct.		Original	Depreciation	Depreciation
	No.	DESCRIPTION	Cost (1)	Percentage (2)	Expense (1x2) *
	351	Organization	88123	-	
	352	Franchises			
	353	Land and Land Rights	164670	-	
3	354	Structures and Improvements	4369942	3.6 %	96560
2	355	Power Generation Equipment	194885	5.0	4872
,	360	Collection Sewers – Force	2281886	3.6	12355
	361	Collection Sewers – Gravity	1263 261	3.6	22739
	362	Special Collecting Structures			
	363	Services to Customers	216931	3.3	1642
	364	Flow Measuring Devices			
	365	Flow Measuring Installations			
	370	Receiving Wells	104019	5.0	5201
	380	Treatment and Disposal Equip.	1705375	5.0	42634
	381	Plant Sewers	75068	4.0	3003
	382	Outfall Sewer Lines	350837	3.6	12630
	389	Other Plant and Misc. Equipment	24055	3.6	433
	390	Office Furniture and Equipment	24055 35472	6.8	1896
	391	Transportation Equipment			,
	393	Tools, Shop and Garage Equip.			
	394	Laboratory Equipment			
371	<del>395</del>	Power Operated Equipment Equipment	224082	5.0	7094
375	<del>398</del>	Other Tangible Plant Transmission	80846	3.6	1455
		TOTALS & DISTRIBUTION			278514

This amount goes on Comparative Statement of Income and Expense Acct. 403

\* Column includes mid-year convention for new additions

# COMPANY NAME Palo Verde Utilities Company

## **BALANCE SHEET**

Acct. No.	ACCEPTEG	1	BALANCE AT EGINNING OF TEST YEAR	I	BALANCE AT END OF YEAR
	ASSETS			-	
	CURRENT AND ACCRUED ASSETS				
131	Cash	\$	21268	\$	237917
132	Special Deposits			<b>-</b>	
135	Temporary Cash Investments			<u> </u>	4====
141	Customer Accounts Receivable				25 70 7
146	Notes/Receivables from Associated Companies				
151	Plant Material and Supplies			ļ	
162	Prepayments		10 11 -1		00200
174	Miscellaneous Current and Accrued Assets		18456		80385
	TOTAL CURRENT AND ACCRUED ASSETS	\$	3.9724	\$_	344009
	FIXED ASSETS				
101	Utility Plant in Service	\$	3829394	\$	<u>11,1</u> 19,548
103	Property Held for Future Use				
105	Construction Work in Progress		2291714		2,418,002 <346,433
108	Accumulated Depreciation – Utility Plant		<1472197		<346,433
121	Non-Utility Property				
122	Accumulated Depreciation – Non Utility		<u> </u>	+	12051 112
	TOTAL FIXED ASSETS	- \$	5973889	\$_	13,251,117
	TOTAL ASSETS	\$	6013613	\$	13,595,126

NOTE: Total Assets on this page should equal Total Liabilities and Capital on the following page.

**COMPANY NAME** 

# Palo verde Utilities Company

# **BALANCE SHEET (CONTINUED)**

Acct. No.	LIABILITIES	BE	ALANCE AT EGINNING OF FEST YEAR	В	ALANCE AT END OF YEAR
	CURRENT LIABILITES	<del> </del>			
231	Accounts Payable	\$	491954	\$	137,257
232	Notes Payable (Current Portion)				
234	Notes/Accounts Payable to Associated Companies		985180		938,052
235	Customer Deposits				,
236	Accrued Taxes				
237	Accrued Interest				
241	Miscellaneous Current and Accrued Liabilities		19256		0
241	TOTAL CURRENT LIABILITIES	\$	1496390	\$	1,075,309
	TONG WEDLE DEPT (Over 12 Months)				
224	LONG-TERM DEBT (Over 12 Months)	1	0	\$	0
224	Long-Term Notes and Bonds	+ -		<u> </u>	
<u> </u>	DEFERRED CREDITS				
252	Advances in Aid of Construction	\$	1064865	\$	1295032
253	Other Deferred Credits			<u> </u>	
255	Accumulated Deferred Investment Tax Credits			<u> </u>	
271	Contributions in Aid of Construction				
272	Less: Amortization of Contributions				
281	Accumulated Deferred Income Tax				
	TOTAL DEFERRED CREDITS	\$	1064865	\$	1295032
	TOTAL LIABILITIES	\$	2561255	\$	2370341
	CAPITAL ACCOUNTS				
201	Common Stock Issued (Shareholder Equity)	\$	3521372	\$	11,336,555
211	Other Paid in Capital				
215	Retained Earnings		2690147		<111,7707
218	Proprietary Capital (Sole Props and Partnerships)				
	TOTAL CAPITAL	\$	3452358	\$	11,224,785
	TOTAL LIABILITIES AND CAPITAL	\$	6013613	\$	13,595,126

# COMPARATIVE STATEMENT OF INCOME AND EXPENSE

	OPERATING REVENUES	PF	IOR YEAR	]	TEST YEAR
201	Flat Rate Revenues	\$	211605	\$	494,967
21	Measured Revenues				
522	Other Wastewater Revenues		39020		93515
336		\$	39020 250625	\$	93,515 588,482
	TOTAL REVENUES		X30424		
	OPERATING EXPENSES			0	20125-
701	Salaries and Wages	\$	105550	\$	221357
710	Purchased Wastewater Treatment			ļ <u> </u>	
711	Sludge Removal Expense			ļ	10.000
715	Purchased Power		6131	ļ	10,099
716	Fuel for Power Production			ļ	/ 100
718	Chemicals			<del> </del>	6,788 33,165
720	Materials and Supplies		14507	<u> </u>	33,165
731	Contractual Services – Professional		16138		77860
735	Contractual Services – Testing				
736	Contractual Services – Other			ļ	
740	Rents		23008	<u> </u>	25236
750	Transportation Expense				806
755	Insurance Expense		5901	1	18957
765	Regulatory Commission Expense				
775	Miscellaneous Expense		1185		6103
403	Depreciation Expense		147219	ļ	278514
408	Taxes Other Than Income				
408.11	Property Taxes				32374
409	Income Taxes				
102	TOTAL OPERATING EXPENSES	\$	319639	\$_	711259
	OTHER INCOME/EXPENSE				
419	Interest and Dividend Income	\$		\$	719
421	Non-Utility Income				3
426	Miscellaneous Non-Utility Expenses				
427	Interest Expense				
1 44 1	TOTAL OTHER INCOME/EXP	\$	0	\$	722
	NET INCOME/(LOSS)	\$	469014)	\$	<122055)

# SUPPLEMENTAL FINANCIAL DATA Long-Term Debt

	LOAN #1	LOAN #2	LOAN #3	LOAN #4
Date Issued	N/A -			
Source of Loan				
ACC Decision No.				
Reason for Loan				
Dollar Amount Issued	\$	\$	\$	\$
Amount Outstanding	\$	\$	\$	\$
Date of Maturity				
Interest Rate	0)	6	%	% %
Current Year Interest	\$	\$	\$	\$
Current Year Principle	\$	\$	\$	\$

#### COMPANY NAME: PALO VERDE UTILITIES COMPANY

#### WASTEWATER COMPANY PLANT DESCRIPTION

#### TREATMENT FACILITY

TYPE OF TREATMENT	1 x 1.0 MGD SBR Tertiary Treatment
(Extended Aeration, Step Aeration,	Facility
Oxidation Ditch, Aerobic Lagoon,	_
Anaerobic Lagoon, Trickling Filter, Septic	1 x 0.3 MGD Facultative Lagoon
Tank, Wetland, Etc.)	_
DESIGN CAPACITY OF PLANT	1.0 MGD (per APP 105228)
(Gallons per Day)	

#### **LIFT STATION FACILITIES**

Quantity	Horsepower	Capacity per	Wet Well
of Pumps	per Pump	Pump (GPM)	Capacity (gal)
2	35 HP	2100	5140
2	20 HP	1000	4710
2	50 HP	2100	78,800
		· · · · · · · · · · · · · · · · · · ·	
	of Pumps 2 2	of Pumps         per Pump           2         35 HP           2         20 HP	of Pumps         per Pump         Pump (GPM)           2         35 HP         2100           2         20 HP         1000

#### **FORCEMAINS**

Size	Material	Length
10-inch	PVC	3352
14-inch	PVC	2406
A-44-		

#### **MANHOLES**

Туре	Quantity
Standard	360
Drop	1

#### **CLEANOUTS**

Quantity		
6		

#### WASTEWATER COMPANY PLANT DESCRIPTION CONTINUED

#### **COLLECTION MAINS**

#### **SERVICES**

Size	Material	Length
(in inches)		(in feet)
6	PVC	115
8	PVC	62017
10	PVC	11428
12	PVC	4695
14	PVC	5080
15	PVC	6640
24	PVC	7740
36	PVC	7200
10	DIP	290
12	DIP	20
14	DIP	480
24	DIP	500
24	HDPE	5804
27	HDPE	1679

Size (in inches)	Material	Quantity
4	PVC	1527

#### FOR THE FOLLOWING FIVE ITEMS, LIST THE UTILITY OWNED ASSETS IN EACH CATEGORY

SOLIDS PROCESSING AND HANDLING FACILITIES	1 x 1.5 m Filter Belt Press 1 x ¼-in Influent Trash Removal Auger
	1 x /4-m mittent Trash Kemovai Auger
<b>DISINFECTION EQUIPMENT</b> (Chlorinator,	1 x Low Pressure High Intensity UV
Ultra-Violet, Etc.)	1 x Chlorination System
FILTRATION EQUIPMENT	2 x 1.0 MGD sand filters (gravity, traveling
(Rapid Sand, Slow Sand, Activated Carbon, Etc.)	bridge)
STRUCTURES	Office/Lab/Storage = 1500 sq ft
(Buildings, Fences, Etc)	Blower/Solids Handling = 2400 sq ft
	Masonry Walls (Filtration + Odor Control) =
	220 ft
	Chain Link Fence (Lagoon) = 2450 ft
	Chain Link Fence (SBR) = 800 ft
OTHER	1 x 1500 kW D/G
(Laboratory Equipment, Tools, Vehicles, Standby	1 x 350 kVA D/G
Power Generators, Etc.)	1 x 80 kVA D/G

#### **WASTEWATER FLOWS**

MONTH/YEAR (Most Recent 12 Months)	NUMBER OF SERVICES	TOTAL MONTHLY SEWAGE FLOW	SEWAGE FLOW ON PEAK DAY
January	698	1,942,000*	164,000*
February	742	1,942,000*	164,000*
March	782	5,560,000*	500,000*
April	811	2,717,000*	370,000*
May	833	3,582,280	228,042
June	900	3,453,160	185,556
July	959	3,972,586	208,722
August	1035	4,467,317	242,850
September	1080	4,295,614	242,850
October	1137	5,141,335	249,892
November	1231	5,726,645	240,937
December	1278	6,113,031	263,963

<sup>\*</sup> Numbers marked with an asterisk are <u>effluent</u> totals. All other numbers are <u>influent</u> totals

#### PROVIDE THE FOLLOWING INFORMATION AS APPLICABLE

Method of Effluent Disposal	Re-Use to agricultural fields
(Leach Field, Surface Water Discharge, Reuse, Injection	Į į
Well, Groundwater Recharge, Evaporation Ponds, Etc)	
Wastewater Inventory Number	Facility ID 5048
(All wastewater systems are assigned an inventory number)	
Groundwater Permit Number	
ADEO Aguifor Protection Donnit	A DD 105229
ADEQ Aquifer Protection Permit	APP 105228
	APP 103558
ADEQ Reuse Permit Number	R103558
EDA NDDES Downit Number (Ambres)	A70005071
EPA NPDES Permit Number (AzPDES)	AZ0025071

COMPANY NAME:	PALO VERDE UTILITIES COMPANY	
COMITAIN MAINE.	TALO VERDE UTILITIES COMTAINT	

#### STATISTICAL INFORMATION

Total number of Customers	1278	
Total number of gallons treated	48,912,968	gallons

# COMPANY NAME Palo Verde Utilities Company YEAR ENDING 12/31/2003

#### **INCOME TAXES**

For this reporting period, provide the following:	*0; uc
Federal Taxable Income Reported Estimated or Actual Federal Tax Liability	
State Taxable Income Reported Estimated or Actual State Tax Liability	
Amount of Grossed-Up Contributions/Advances:	
Amount of Contributions/Advances Amount of Gross-Up Tax Collected Total Grossed-Up Contributions/Advances	
close of the tax year when tax returns are compare due to any Payer or if any gross-up tax	ty will refund any excess gross-up funds collected at the bleted. Pursuant to this Decision, if gross-up tax refunds refunds have already been made, attach the following atribution/advance, the amount of gross-up tax collected, attach the Utility expects to make or has made the refund
CERTIFICATION	
'I'his cortitic	has refunded to Payers all gross-up tax refunds reported ation is to be signed by the President or Chief Executive II partner, if a partnership; the managing member, if a if a sole proprietorship.
Cindy M. Liles SIGNATURE	4-15-04 DATE
Lindy M. Liles PRINTED NAME	Chief Financial Officer TITLE

# COMPANY NAME Palo Verde Utilities Company YEAR ENDING 12/31/2003

## **PROPERTY TAXES**

Amount of actual property taxes paid during Calendar Year 2003 was: \$6186.79
Attach to this annual report proof (e.g. property tax bills stamped "paid in full" or copies of cancelled checks for property tax payments) of any and all property taxes paid during the calendar year.
If no property taxes paid, explain why

# Pinal County Treasurer TAX RECEIPT PO Box 729

Florence, AZ 85232-0729

Phone: (520) 866-6412 Fax: (520) 868-9007

www.co.pinal.az.us/treasurer e-mail: treasurer@co.pinal.az.us

Paid By: PALO VERDE UTILITY - WASTEWATER COMPANY

MIKE REINBOLD

426 NORTH 44TH STREET

SUITE 100

PHOENIX AZ,

CNTR Batch:

Payment Date:

11/19/2003 10/31/2003

2092596

Interest Date: Printed By:

TRSMBY

Parcel Number Description	Amt Pd	Balance Due	If Paid By
984-32-019T1 2003 Taxes Paid Total Paid TOTAL VALUE OF OPERATING PROPERTY	6,186.79 6,186.79 6,186.79	6,186.79	05/01/2004
	-		

#### VERIFICATION AND **SWORN STATEMENT**

RECEIVED

MAY 05 2004

	Intrastate Revenues Only	*Z CORPORATION COMMISSIO
VERIFICATION	COUNTY OF (COUNTY NAME)	DIRECTOR OF UTILITIES
STATE OF Arizona	Pinal	
I, THE UNDERSIGNED	Cindy Liles, CFO	
OF THE	Palo Verde Utilities Con,	pany lie
DO SAY THAT THIS ANNUAL UTIL	ITY REPORT TO THE ARIZONA COPRO	RATION COMMISSION
	MONTH DAY	YEAR
FOR THE YEAR ENDING	12 31	2003
PAPERS AND RECOR THE SAME, AND D STATEMENT OF BU	DS OF SAID UTILITY; THAT I ECLARE THE SAME TO BE SINESS AND AFFAIRS OF SAI	FROM THE ORIGINAL BOOKS, HAVE CAREFULLY EXAMINED A COMPLETE AND CORRECT ID UTILITY FOR THE PERIOD IND EVERY MATTER AND THING DRMATION AND BELIEF.
SWORN STATEMENT		
401, ARIZONA REVIS	SED STATUTES, IT IS HEREIN JE OF SAID UTILITY DERIVED IS DURING CALENDAR YEAR 200  Arizona IntraState Gros  \$_535  (THE AMOUNT IN INCLUDES \$	Somerating Revenues Only (\$)  5,662.  N BOX ABOVE
(SEAL) Marke Shay Expir	R REASON, DOES NOT REVENUES H THOSE THE SIGNATURE OF OWNER OR OFFICE TELEPHONE NUMBER	20 <u>0</u> 4
MY COMMISSION EXPIRES	1/ 25,200	16

#### Palo Verde Utilities Co., LLC

#### FY 2003

Total Revenues Reported					\$	588,482
NSF Fees Charged						
01/31/2003 NSF Fees - Jan	\$	10.00				
02/28/2003 NSF Fees - Feb		10.00				
03/31/2003 NSF Fees - Mar		20.00				
04/30/2003 NSF Fees - Apr		10.00				
05/31/2003 NSF Fees - May		50.00				
06/30/2003 NSF Fees - Jun		40.00				
07/31/2003 NSF Fees - Jul		10.00				
08/31/2003 NSF Fees - Aug		20.00				
09/30/2003 NSF Fees - Sep		40.00				
10/31/2003 NSF Fees - Oct		60.00				
11/30/2003 NSF Fees - Nov		40.00				
12/31/2003 NSF Fees - Dec		10.00				
			\$	320.00		
In-Parcel Line Extension Revenue						
12/11/2003 Western Holdings-Cobblestone Farms	50	2,500.00				
g constant		-,000.00	\$ 5	52,500.00		
		'			•	
Total Non-Operating Revenues					\$	52,820
Arizona IntraState Gross Operating Revenue					\$	535,662
					•	000,002
Sales Tax Charged					\$	-
Total Operating Revenues					\$	535,662
• •						

# VERIFICATION AND SWORN STATEMENT RESIDENTIAL REVENUE INTRASTATE REVENUES ONLY

RECEIVED

VERIFICATION MAY 0.5 2004 STATE OF AVIZONA (COUNTY NAME) \*Z CORPORATION COMMISSIO NAME (OWNER OR OFFICIAL)

CINDY LIVES DIRECTOR OF UTILITIES I. THE UNDERSIGNED company name palo Verde Unlites Company Lic OF THE DO SAY THAT THIS ANNUAL UTILITY REPORT TO THE ARIZONA CORPORATION COMMISSION YEAR MONTH DAY 2003 31 FOR THE YEAR ENDING 12 HAS BEEN PREPARED UNDER MY DIRECTION, FROM THE ORIGINAL BOOKS, PAPERS AND RECORDS OF SAID UTILITY; THAT I HAVE CAREFULLY EXAMINED THE SAME, AND DECLARE THE SAME TO BE A COMPLETE AND CORRECT STATEMENT OF BUSINESS AND AFFAIRS OF SAID UTILITY FOR THE PERIOD COVERED BY THIS REPORT IN RESPECT TO EACH AND EVERY MATTER AND THING SET FORTH, TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF. **SWORN STATEMENT** IN ACCORDANCE WITH THE REQUIREMENTS OF TITLE 40, ARTICLE 8, SECTION 40-401.01, ARIZONA REVISED STATUTES, IT IS HEREIN REPORTED THAT THE GROSS OPERATING REVENUE OF SAID UTILITY DERIVED FROM ARIZONA INTRASTATE UTILITY OPERATIONS RECEIVED FROM RESIDENTIAL CUSTOMERS DURING CALENDAR YEAR 2003 WAS: (THE AMOUNT IN BOX AT LEFT ARIZONA INTRASTATE GROSS OPERATING REVENUES **INCLUDES \$** IN SALES TAXES BILLED, OR COLLECTED \*RESIDENTIAL REVENUE REPORTED ON THIS PAGE MUST INCLUDE SALES TAXES BILLED. NOTARY PUBLIC NAME SUBSCRIBED AND SWORN TO BEFORE ME A NOTARY PUBLIC IN AND FOR THE COUNTY OF

> Nótary Public State of Al Maricopa County

37

(SEAL)

THIS

Notary Public State of Arizona Maricopa County Shayiyn Williams Expires March 23, 2008

MY COMMISSION EXPIRES

morch 23,2008

DAY OF

SIGNATURE OF NOTARY PUBLIC